



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Bill Pease • Vice-President – Robert Leete • Director – Kevin Graves • Director – Mark Simon • Director – Chris Steele

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday June 1, 2016

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order - 7:00 p.m. by President Pease
2. Pledge of Allegiance - Led by Vice-President Leete
3. Roll Call - All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

There were 7 public comment speakers regarding the 1) Pickleball courts and the tennis Courts; 2) Quick response from the Sheriff on the speeding issue and also heighten the enforcement and install a radar system for the Sheriff Department; 3) Add a stop sign on Newport Drive; 4) Would like to have the Tennis Courts stay at the Community Center and the Pickleball Courts be at Cornell Park – there could be tennis tournaments at the Community Center which would bring in revenue to the community, USTA will go into partnership with Discovery Bay up to \$20,000 for lighting on the Tennis Courts; 5) Enforcement of the No Wake Zones, Sheriff made a note to contact Marine Patrol; 6) Thanked the Sheriff and CHP for the quick response on speeding, there needs to be more enforcement on the side streets; 7) Litter along Newport Drive, speeding on Newport Drive; 8) Pickleball at Cornell Park has brought on more use of the Park, the courts need to be improved.

President Pease – Asked staff to look into traffic regulations for stop signs and speed bumps.

C. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Crime Prevention Specialist Fontenot - Provided the law enforcement report for the month of May. Crime Prevention Specialist also stated that it is nice to see the residents attending the meeting and voicing their concerns on traffic issues; getting that information to the Sheriff will assist with the traffic issue, he also informed the residents at the meeting to attend the P6 Quarterly Committee meeting and voice their concerns with traffic issues along with crime; the P6 meeting will give a more personalized report of what is going on. The next meeting is July 13, 2016 at 6:00 p.m.

2. CHP Report

Officer Thomas – Provided an update of the services to the Town of Discovery Bay regarding citations issued on Thursday and Friday of last week; there were more than 50 citations for speeding, 33 were residents of Discovery Bay.

3. East Contra Costa Fire Protection District Report

Chief Henderson – No report

4. Supervisor Mary Piepho, District III Report

Alicia Nuchols Field Representative – Provided an update regarding roadwork on Vasco and construction on Orwood Bridge – will be complete late summer 2017. Alicia also stated she will take down email addresses from the residents to provide information on updates that she receives.

D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report - No Report
2. County Planning Commission Report - No Report
3. Code Enforcement Report - No Report
4. Special Districts Report** - No Report

***These meetings are held Quarterly*

E. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of regular meeting for May 18, 2016
2. Approve Register of District Invoices

Motion by: Director Simon to approve the Consent Calendar

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

F. PRESENTATIONS

1. Sergeant Williams-Cain County Animal Control Services regarding leash laws and issues related to animals at public parks

Sergeant Williams-Cain – Provided details regarding the Contra Costa County Animal Control Ordinance, along with the information regarding the importance of appropriate animal and owner behavior at the Parks, including the leash requirements at all Parks with the exception of the Dog Park.

G. BUSINESS AND ACTION ITEMS

1. Discuss and receive input, comments and direction to the Proposed Fiscal Year 2016-17 and Fiscal Year 2017-18 Proposed DRAFT Operating, Capital and Revenue Budgets

Finance Manager Breitstein – Provided the details regarding the Proposed Fiscal Year 2016-17 and Fiscal Year 2017-18 Proposed DRAFT Operating, Capital and Revenue Budgets. The board thanked the Finance Manager on the great presentation with the Budget. Also, Finance Manager Breitstein will provide an update on the options for financing projects at the June 15, 2016 meeting.

2. Consider approving a lease with Delta Seaweed Removal in the amount of \$500.00 per month for the use of a vacant portion of the Plant No. 1 property for water weeds removed from the bays in the community

Interim General Manager Kutsuris – Provided the details regarding a lease with Delta Seaweed Removal; received a call from Delta Seaweed and subsequently, they do not see the need to move forward at this time, the recommendation is to move this item off of the agenda at this time and should they wish to come back, the lease information is ready to go.

3. Consider approving Resolution No. 2016-07 for the proposed Fire Hydrant Policy

Interim General Manager – Provided information regarding the Town of Discovery Bay Fire Hydrants and the need for a policy.

Water Services Technician Goldsworthy – Provided the information regarding the unauthorized usage of the Town of Discovery Bay fire hydrants, details of the two types of hydrant meter applications, the fees related to an application, deposit for meter rental, and the fines associated with the unauthorized use of fire hydrants. There was discussion between the Board and the Water Services Technician regarding the need for a policy, increasing fees associated with fines, and the difficulty of monitoring the use of a fire hydrant. Interim General Manager commented that the first step is to adopt a policy; second step is to bring back to the board the fire hydrant fees at the June 15, 2016 meeting.

Motion by: Director Steele to adopt Resolution No. 2016-07 establishing a Fire Hydrant Policy for the Town of Discovery Bay

Second by: Vice-President Leete

Vote – Motion Carried – AYES: 5, NOES: 0

4. Accept the report of water conservation regulation, and consider establishing a voluntary conservation goal, and direct staff to revise Ordinance No. 25

Interim General Manager Kutsuris – Provided the details regarding water conservation.

Luhdorff & Scalmanini Shobe – Provided additional details regarding the state requirements along with the local recommendation.

Motion by: Director Graves to accept the report on water conservation regulations, determined mandatory water restrictions can be substituted with voluntary 15% to 20%, and directed staff to return with an amendment to Ordinance No. 25. Request that the residents with an even address water on even days and an odd address water on odd days.

Second by: Director Simon

Vote: Motion Carried – AYES: 5, NOES: 0

5. Authorize the General Manager to sign a contract for Construction Management Services for the Effluent Filtration Project

Interim General Manager Kutsuris – Provided the details regarding a contract for Construction Management Services and that President Pease and Director Graves had additional questions and this item will be brought back at a later date.

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

None

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

None

J. MANAGER'S REPORT – Discussion and Possible Action

None

K. GENERAL MANAGER'S REPORT – Discussion and Possible Action

None

L. DISTRICT LEGAL COUNSEL REPORT

None

M. SUB-COMMITTEE UPDATES – Discussion and Possible Action

None

N. CORRESPONDENCE – Discussion and Possible Action

1. Received – Discovery Bay Tennis - Pickleball 2016 Committee - 04-20-2016
2. Received – Notice of Public Hearing – Land Use Permit LP 16-2001 establish a master take-out food establishment permit, Discovery Bay Shopping Center, allow a weekly outdoor farmers market, and up to 10 outdoor non-profit special events per year - 05-23-2016
3. Received - Staff report for LP16-2001 Discovery Bay Shopping Center for the June 6, 2016 Zoning Administrator meeting 05-26-2016

O. PUBLIC RECORD REQUESTS RECEIVED

None

P. FUTURE AGENDA ITEMS

None

Q. ADJOURNMENT

1. The meeting adjourned at 8:34 p.m. to the next regular meeting of June 15, 2016 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 06-03-16

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